



Please check the appropriate box and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.

Administrative Decisions	Decisions Requiring a Public Meeting or Hearing	Policy Decisions
<input type="checkbox"/> Archaeological Certificate (Form P3)	<input type="checkbox"/> Site Plan – EPC including any Variances – EPC (Form P1)	<input type="checkbox"/> Adoption or Amendment of Comprehensive Plan or Facility Plan (Form Z)
<input type="checkbox"/> Historic Certificate of Appropriateness – Minor (Form L)	<input type="checkbox"/> Master Development Plan (Form P1)	<input type="checkbox"/> Adoption or Amendment of Historic Designation (Form L)
<input type="checkbox"/> Alternative Signage Plan (Form P3)	<input type="checkbox"/> Historic Certificate of Appropriateness – Major (Form L)	<input type="checkbox"/> Amendment of IDO Text (Form Z)
<input checked="" type="checkbox"/> Minor Amendment to Site Plan (Form P3)	<input type="checkbox"/> Demolition Outside of HPO (Form L)	<input type="checkbox"/> Annexation of Land (Form Z)
<input type="checkbox"/> WTF Approval (Form W1)	<input type="checkbox"/> Historic Design Standards and Guidelines (Form L)	<input type="checkbox"/> Amendment to Zoning Map – EPC (Form Z)
	<input type="checkbox"/> Wireless Telecommunications Facility Waiver (Form W2)	<input type="checkbox"/> Amendment to Zoning Map – Council (Form Z)
		Appeals
		<input type="checkbox"/> Decision by EPC, LC, ZHE, or City Staff (Form A)

APPLICATION INFORMATION

Applicant: Gallatin Development LLC & Clifford ABQ C/O Burke & Associates LLC		Phone:
Address: 3336 E 32nd St Suite 217		Email:
City: Tulsa	State: OK	Zip: 74135-4442
Professional/Agent (if any): Tierra West, LLC		Phone: 505-858-3100
Address: 5571 Midway Park PI NE		Email: vcarrica@tierrawestllc.com
City: Albuquerque	State: NM	Zip: 87109
Proprietary Interest in Site: Owner	List all owners:	

BRIEF DESCRIPTION OF REQUEST

Administrative Minor Amendment to Site Plan

SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)

Lot or Tract No.: TR C Bulk Land Plat of Tracts A Thru D	Block:	Unit:
Subdivision/Addition: Meridian Buisness Park	MRGCD Map No.:	UPC Code: 101005814917430701
Zone Atlas Page(s): J-10-Z	Existing Zoning: NR-BP	Proposed Zoning: NR-BP
# of Existing Lots: 1	# of Proposed Lots: 1	Total Area of Site (acres): 22.429

LOCATION OF PROPERTY BY STREETS

Site Address/Street: 7601 Los Volcanes Rd NW	Between: Gallatin PI NW	and: Los Volcanes Rd NW
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CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)

1000845,1006801,1009674,SI-2018-00280,SI-2019-0040, SI-2019-00287, 1006798

Signature:	Date: 06/24/2020
Printed Name: Ronald R. Bohannon	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

FOR OFFICIAL USE ONLY

Case Numbers	Action	Fees	Case Numbers	Action	Fees
SI-2020-00518	AA				

Meeting/Hearing Date:	Fee Total:
Staff Signature:	Date: Project # PR-2018-001914

FORM P3: ADMINISTRATIVE DECISIONS AND MINOR AMENDMENTS

A single PDF file of the complete application including all plans and documents being submitted must be emailed to PLNDRS@cabq.gov prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided on a CD.

☒ INFORMATION REQUIRED FOR ALL ADMINISTRATIVE DECISIONS OR AMENDMENTS

- ☒ Letter of authorization from the property owner if application is submitted by an agent
- ☒ Zone Atlas map with the entire site clearly outlined and labeled

☐ ARCHEOLOGICAL CERTIFICATE

- ___ Archaeological Compliance Documentation Form with property information section completed
- ___ Only the information above is required unless the City Archaeologist determines that the application does not qualify for a Certificate of No Effect, in which case a treatment plan prepared by a qualified archaeologist that adequately mitigates any archeological impacts of the proposed development must be submitted and reviewed for a Certificate of Approval per the criteria in IDO Section 14-16-6-5(A)(3)(b)

☒ MINOR AMENDMENT TO SITE PLAN – ADMIN, EPC, or DRB

- ☒ Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(X)(2)
 - ☒ Three (3) copies of all applicable sheets of the approved Site Plan being amended, folded
 - ☒ Copy of the Official Notice of Decision associated with the prior approval
 - ☒ Three (3) copies of the proposed Site Plan, with changes circled and noted
- Refer to the Site Plan Checklist for information needed on the proposed Site Plan.

Minor Amendments must be within the thresholds established in IDO TABLE 6-4-5. Any amendment beyond these thresholds is considered a Major Amendment and must be processed through the original decision-making body for the request.

☐ MINOR AMENDMENT TO SITE DEVELOPMENT PLAN APPROVED PRIOR TO THE EFFECTIVE DATE OF THE IDO

- ___ Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(Y)(1)(a)
 - ___ Three (3) copies of all applicable sheets of the approved Site Development Plan being amended, folded
 - ___ Copy of the Official Notice of Decision associated with the prior approval
 - ___ Three (3) copies of the proposed Site Development Plan, with changes circled and noted
- Refer to the Site Plan Checklist for information needed on the proposed Site Plan.

Minor Amendments must be within the thresholds established in IDO TABLE 6-4-5. Any amendment beyond these thresholds is considered a Major Amendment and must be processed through the original decision-making body for the request.

☐ ALTERNATIVE SIGNAGE PLAN

- ___ Proposed Alternative Signage Plan compliant with IDO Section 14-16-5-12(F)(5)
- ___ Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-5(F)(4)(c)
- ___ Required notices with content per IDO Section 14-16-6-4(K)(6)
- ___ Office of Neighborhood Coordination notice inquiry response and proof of emailed notice to affected Neighborhood Association representatives
- ___ Sign Posting Agreement

I, the applicant or agent, acknowledge that if any required information is not submitted with this application, the application will not be scheduled for a public meeting or hearing, if required, or otherwise processed until it is complete.

Signature: 

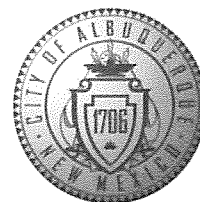
Date: 06/23/2020

Printed Name: Ronald R. Bohannon

☐ Applicant or ☒ Agent

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Project Number:	Case Numbers
PR-2018-001914	SI-2020-00518
	-
	-
Staff Signature:	
Date:	



December 19, 2018

Ms. Kym Dicome
Development Review Board
City of Albuquerque
P.O. Box 1293
Albuquerque, NM 87103

**RE: REQUEST FOR DRB SITE PLAN FOR BUILDING PERMIT
AND SITE PLAN FOR SUBDIVISION
7601 LOS VOLCANES RD NW ALBUQUERQUE NM 87121
ZONE ATLAS PAGE**

Dear Ms. Dicome:

The purpose of this letter is to authorize Tierra West LLC to act as agent on behalf of Gallatin Development LLC & Clifford ABQ C/O Burke & Associates LLC, pertaining to any and all submittals made to the City of Albuquerque for the above-referenced site.

ANGELO BRUNALINI
Print Name

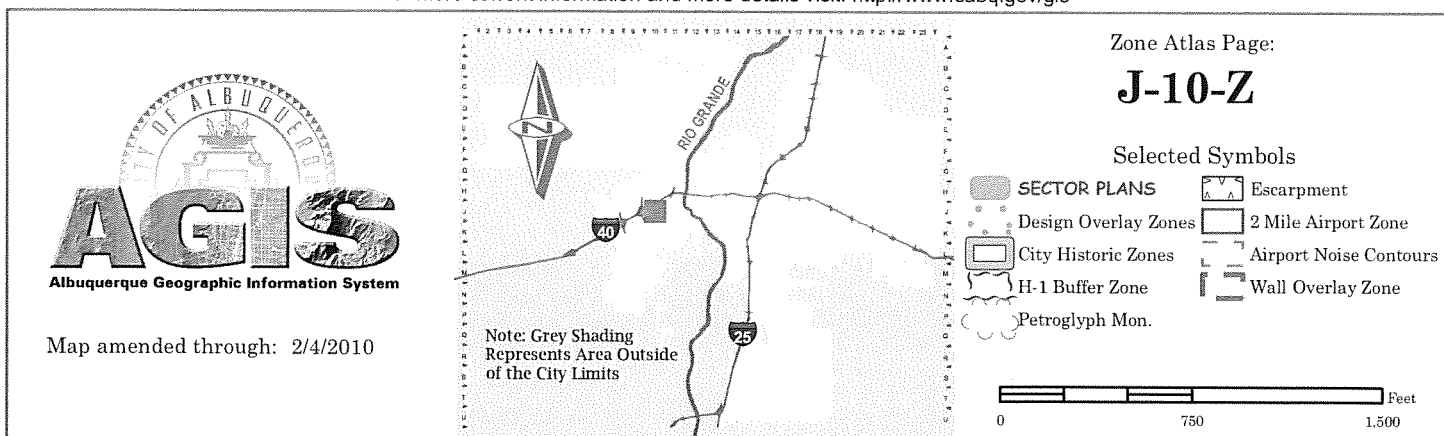

Signature

Member
Title

12/19/18
Date



For more current information and more details visit: <http://www.cabq.gov/gis>





TIERRA WEST, LLC

June 23, 2020

Russel Brito
City of Albuquerque Development Planning
600 2nd St NW
Albuquerque, NM 87102

**RE: ADMINISTRATIVE AMMENDMENT
MINOR AMENDMENT TO SITE PLAN FOR BUILDING PERMIT
TRACT C MERIDIAN BUSINESS PARK II
ZONE ATLAS PAGE J-10-Z**

Dear Mr. Brito,

Tierra West, on behalf of Angelo Brunacini, is submitting a request for amendment to the approved Site Plan for Building Permit for a 22.4 acres site located in the Atrisco Business Park at the southeast corner Fortuna Rd and Gallatin Pl. The lot is currently zoned as Non-Residential Business Park (NR-BP) per the Integrated Development Ordinance.

The site contains an office/warehouse facility (Unit C) that was recently completed to increase the size of the warehouse. Also on the site is an existing maintenance building that was a repair shop for users of the facility. An amendment to the approved site plan was approved by your office to allow the maintenance building (Unit B) to be renovated and enlarged in order to meet the needs of its use as a repair facility for City Fire Department vehicles. These improvements have also been completed. A second office/warehouse (Unit A) is currently being constructed on the north side of the site. The site plan that included this new warehouse and the other two improvements noted above was approved at DRB under PR-2018-001914 / SI-2019-000287.

The elevation drawings provided with Unit C warehouse included future dock doors on the south elevation at the SW corner of the building. The owner would now like to install those dock doors along with a ramp into the warehouse and stairs/landings for pedestrian connection. The improvements outside the warehouse will not affect existing utilities, existing grading and drainage or existing circulation around the building. They would however cause 6 car parking spaces to be eliminated from the currently approved site plan due to their proximity to the docks. The site is considerably over parked even with the loss of these spaces.

Attached are the currently approved site plan for the entire site and the proposed changes requested for Unit C warehouse.

We request review and administrative approval of the attached Amended Site Plan. If you have any questions, please feel to contact me.

Sincerely,

Ronald R. Bohannon, PE

cc: Angelo Brunacini
Tate Fishburn

Enclosure/s

JN: 2018074
RRB/vc/kw

5571 Midway Park Pl. NE Albuquerque, NM 87109
(505) 858-3100 fax (505) 858-1118 1-800-245-3102
tierrawestllc.com

PLANNING DEPARTMENT
DEVELOPMENT SERVICES DIVISION
600 2nd Street NW, Ground Floor, 87102
P.O. Box 1293, Albuquerque, NM 87103
Office (505) 924-3946

OFFICIAL NOTIFICATION OF DECISION

March 22, 2019

Gallitin Development
3336 E 32ND ST Suite 217
Tulsa OK 74135-4442

Project# PR-2018-001914
Application# SI-2019-00040 SITE PLAN - DRB

LEGAL DESCRIPTION:

All or a portion of LOT 2 SHAMROCK ADDN & TR 101-C MRGCD MAP 34, zoned MX-L, located at 2415 MATTHEW AV NW west of RIO GRANDE BLVD NW and north of DON QUIXOTE DR NW, containing approximately 0.233 acre(s). (G-12)

On March 20, 2019, the Development Review Board (DRB) held a public meeting concerning the above referenced application and approved the request with delegation to Planning to address the remaining minor issues as stated in the comments and as discussed at the hearing based on the following Findings:

1. This is a request for 135,325 square foot warehouse with 5,450 square feet of existing office and a 10,334 square foot maintenance shop and existing fuel station.
2. As required by the IDO, the applicant notified property owners within 100 feet and affected neighborhood associations.
3. Pursuant to 6-6(G)(3) Review and Decision Criteria An application for a Site Plan – DRB shall be approved if it meets all of the following criteria:
 - a. 6-6(G)(3)(a) The Site Plan complies with all applicable provisions of this IDO, the DPM, other adopted City regulations, and any conditions specifically applied to development of the property in a prior permit or approval affecting the property. The height, parking and façade, meet the IDO requirements.
 - 6-6(G)(3)(b) The City's existing infrastructure and public improvements, including but not limited to its street, trail, drainage, and sidewalk systems, have adequate capacity to serve the proposed development, and any burdens on those systems have been mitigated to the extent practicable.

Official Notice of Decision

Project # PR-2018-001914 Application# SI-2019-00040

March 22, 2019

Page 2 of 3

The site has access to a full range of urban services including utilities, roads, and emergency services.

- b. 6-6(G)(3)(c) The Site Plan mitigates any significant adverse impacts on the surrounding area to the maximum extent practicable. The project adds uses that are compatible with the surrounding industrial and commercial development. The proposed uses are allowed under the existing zoning. The site will have a significant landscape buffer.

Conditions:

1. This Site Plan is valid 5 years from DRB approval (3-20-2019). An extension may be requested prior to the expiration date.
2. The applicant will obtain final sign off from Planning by **APRIL 10, 2019** or the case may be scheduled for the next DRB hearing and can be denied per the DRB Rules of Procedure.
3. The applicant will bring two paper copies to be signed off by Planning. Planning will keep one signed off copy. A pdf of the signed off set will be email to the PLNDRS.

APPEAL: If you wish to appeal this decision, you must do so within 15 days of the DRB's decision or by **APRIL 4, 2019**. The date of the DRB's decision is not included in the 15-day period for filing an appeal, and if the 15th day falls on a Saturday, Sunday or Holiday, the next working day is considered as the deadline for filing the appeal.

For more information regarding the appeal process, please refer to Section 14-16-6-4(U) of the Integrated Development Ordinance (IDO). A Non-Refundable filing fee will be calculated at the Land Development Coordination Counter and is required at the time the appeal is filed.

You will receive notification if any person files an appeal. If there is no appeal, you can receive Building Permits at any time after the appeal deadline quoted above, provided all conditions imposed at the time of approval have been met. Applicants submitting for building permit prior to the completion of the appeal period do so at their own risk. Successful applicants are reminded that there may be other City regulations of the IDO that must be complied with, even after approval of the referenced application(s).

Sincerely,



Kym Dicome
DRB Chair

KD/mg

Official Notice of Decision

Project # PR-2018-001914 Application# SI-2019-00040

March 22, 2019

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Tierra West LLC 5571 Midway Park Place NE ABQ NM 87109